

Dept. of DHS-Administration (401) Facts – FY '12

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General Information

Address: Hoover State Office Building
1305 East Walnut Street
Des Moines, IA 50319

Workforce Data (unless otherwise noted, information provided is at the end of FY '12)

# FT EEs: 294	# PT EEs: 2	# Temporary EEs: 1	Average Length of Service: 15.95
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Span of Control: 10.46	Total Unemployment Insurance Claims: N/A
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	1	45-54	123	<25	0	45-54	11	# of Females:	197	# of Males:	97
25-34	18	55-64	85	25-34	0	55-64	13	% of WF:	67.01%	% of WF:	32.99%
35-44	59	65+	8	35-44	2	65+	2	Average Age:	49.75	Average Age:	50.89
Employee Average Age: 50.12				Supervisor Average Age: 54.80				Average Length of Service: 17.03		Average Length of Service: 13.77	

Minorities		Non-minorities		Breakout of Minorities		Did Not Respond	
# of Minorities:	23	# of Non-minorities:	262	# African-American:	7	# of "did not respond":	9
% of Workforce:	7.82%	% of Workforce:	89.12%	# Asian/Pacific Island:	12	% of Workforce:	3.06%
Average Age:	47.25	Average Age:	50.48	# Am. Indian/Alaskan:	0	Average Age:	47.09
Average Length of Service:	14.98	Average Length of Service:	16.16	# Hispanic or Latino:	4	Average Length of Service:	12.50

Persons With Disabilities		Persons With No Disabilities		Did Not Respond	
# of Persons With Disabilities:	18	# of Persons With No Disabilities:	248	# of "did not respond":	28
% of Workforce:	6.12%	% of Workforce:	84.35%	% of Workforce:	9.52%
Average Age:	51.56	Average Age:	49.84	Average Age:	51.72
Average Length of Service:	17.65	Average Length of Service:	15.66	Average Length of Service:	17.49

Officials/Administrators EEO Category 1: 51	Professionals EEO Category 2: 165	Technicians EEO Category 3: 40	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 38	Skilled Craft EEO Category 7: 0	Service/Maintenance EEO Category 8: 0

Separation Rate: N/A%	Hire Rate: N/A%	Number Hires: 5	Transfer In: N/A
Retirements: 3	All Terminations: 1	Voluntary Quits: 1	Transfer Out: N/A

# of Classes Used: 53	Most Populous Classes: Information Tech Specialist 5 (24), Program Planner 3 (20), Social Worker 6 (18)
Separations - By Class:	Management Analyst 3 (2), Clerk-Specialist (1), Info Tech Specialist 4 (1), Secretary 1 (1)
# Eligible for Retirement:	96 in next 5 years % Eligible: 32.65%

Leave and Benefits (unless otherwise noted, information provided is at the end of FY '12)

Vacation Payouts: \$79,654.66	Sick Leave Payouts: \$2,184.31	Annual Payroll: \$21,163,722.61	Avg. Base Salary: \$69,718.67	Overtime Days Worked: 142.8
Overtime Cost: \$43,611.15	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Vacation Pay - Earned Value: \$1,688,136.88	Vacation Days Earned: 6,214.1	Vacation Used Expense: \$1,572,600.28	Vacation Days Taken: 5,854.2	
Sick Leave Days Earned: 4,449.4	Reg. Sick Leave Used Expense: \$609,797.52	Reg. Sick Leave Days Used: 2,387.5	Converted Sick Leave To Vacation Days Used: 483.4	
Sick Leave -Earned Value: \$1,155,722.81		Avg. Sick Leave Days Per EE: 8.12	Converted Sick Leave To Vacation Used Expense: \$141,713.54	
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: N/A	Reclassifications Up (Filled): 5 Up (Vacant): 0 Down (Filled): 1 Down (Vacant): 0 Lateral (Filled): 1 Lateral (Vacant): 0 Approx. Annual New Cost of Reclassified Positions:* \$11,980.80	Grievances Contract Grievances: N/A Disciplinary: N/A Language: N/A Non-Contract Grievances: N/A Disciplinary: N/A Language: N/A Arbitrations: N/A
Funeral Leave Used Expense: \$21,312.11	Funeral Days Used: 82.5	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$2,226.86	Jury Leave Days Used: 8.0	Special Duty Pay: \$0		

* based on difference between average of old and new pay grade FY '12. Vacancies and laterals were not calculated into the "cost."

Sources: Data Warehouse Queries; "Just the Facts for FY12" Almanac; Department of Management; DAS-HRE Labor Relations Team.

Date of Completion: December 2012